

Township of Arcadia Board Meeting
January 9, 2025
Arcadia Township Hall
3422 Lake Street, Arcadia, Michigan 49613
Township Board Meeting Minutes

1. **Call to order.** The meeting was called to order at 7:00 p.m.
2. **Roll Call. Present:** Paul Brown, Supervisor; Laurie Mason, Trustee; Tracy Catlin, Clerk; Mike Matteson, Trustee. **Absent:** Brad Berkshire, Treasurer.
A silent moment was observed in honor of the fire victims in Los Angeles.
3. **Motion** by Clerk Catlin to approve the agenda, 2nd by Trustee Matteson. AIF, passed.
4. **Fire Department.** Supervisor Brown reported on behalf of Chief Hull that there have been 2 medical and one fire run since the last meeting; otherwise things have been quiet.
5. **Treasurer's Report.** On behalf of Treasurer Berkshire, Supervisor Brown reported that winter property tax payments continue to arrive, and that spending has proceeded as expected. No defalcation. **Motion** by Trustee Matteson to approve the treasurer's report, 2nd by Clerk Catlin. AIF, passed.
6. **Clerk's Report/Listing of the Bills.** Clerk Catlin presented the listing of bills for December 2024, which included the deposit made for road work next year. **Motion** by Trustee Matteson to approve Clerk's Report/Listing of the Bills, 2nd by Trustee Mason. AIF, passed.
7. **Motion** by Trustee Mason to approve the 12/12/2024 Board Meeting Minutes, 2nd by Trustee Matteson. AIF, passed.
8. **Correspondence.** The township received Christmas greetings.
9. **Planning Commission.** Brad Hopwood reported that the draft for proposed text ordinance amendments has been completed and sent to the township's attorney. Hopefully there will be public hearings on this topic in the next couple of months.
10. **Public Comment on Agenda Items** – on items as addressed.
11. **New Business**
 - a. **David Jarvi – Manistee County Planning Department.** Mr. Jarvi described the application being undertaken by the Manistee County Recreation Commission in coordination with the Chamber of Commerce for funding from the Manistee County Community Foundation to supply additional lifejackets for the Lifejacket Station Project located throughout Manistee County, including at Arcadia's Lake Michigan beach at Sunset Station. **Motion** by Clerk Catlin to submit a letter of support from the Arcadia Township Board for the Lifejacket Project, 2nd by Trustee Matteson. AIF, passed.
 - b. **First on the Scene (FOTS) Course – Proposed for February 28, 5 – 9 p.m.** **Motion** by Clerk Catlin to notify Daniel Mosholder, Paramedic, that his group's offer of this course on the date proposed is acceptable to the township of Arcadia, 2nd by Trustee Matteson. AIF, passed. Mr. Mosholder will provide further details and a sign-up list.
 - c. **Next Year's Budget – Starting Process.** Supervisor Brown announced that this work has started, with a goal to present a proposed budget for fiscal year 2026 at the next meeting and to hold a public hearing and finalize the budget in March. Its duration will be from April 1, 2025 through March 31, 2026. He asked the public to e-mail board members with any ideas so that we will have more than one session to discuss them.
 - d. **Sunset Station Phase 2 Information.** The consultant on this project may propose some alternatives for preserving the dune sands based on east coast projects that have been studied. More information will be provided as it is available.

- e. **Upcoming Meetings Topics.** These include drafts of a noise ordinance, water quality testing and road projects. The public was encouraged to submit additional topics.

12. Old Business

- a. **Grant Update.** The end-of-year report on our recreation grant was submitted, showing \$20,000 left which can be spent in this current year for the same projects. There is also a possibility of approval to use this money toward the Sunset Station phase 2 project mentioned earlier.
- b. **STR (Short-Term Rental) Update.** Letters have been sent regarding renewals; 4 have responded out of 25. A question was raised about whether the township might wish to put a cap on the number of STRs allowed. Inspections by the supervisor and fire marshal are only required at the onset of a license, and thereafter only if there is substantial revision of the property or if the occupancy changes.
- c. **Land Acquisition Updates.**
 - 1) **Bond.** Supervisor Brown reported that two bids have been receiving for financing, of which Huntington, with a good rate, has been chosen. The bond was approved for one million dollars, and this will be the amount of the loan; the cost of the property, the appraisal, the environmental study and its resultant requirements, and the cost of removing the dock segments may total about \$20,000 less than the full amount of the loan. This provides a cushion for unexpected expenses.
 - 2) **Environmental Study.** Sampling and analysis of the soil are currently ongoing. Results are expected as early as next week, along with options to mitigate any toxins that may be found.

13. Public Comment – Other Items. PVCC will host an Art Gallery Reception tomorrow evening from 6 to 7 pm. They are also planning a winter recreational event called Fire and Ice on February 15 from 10 am to 4 pm. The legal process concerning the Big Apple is still progressing; resolution is expected by November of this year. Jeanne Sitter described grants obtained by the Historical Museum: \$1300 for purchase of 3 plexiglass display cases; \$1000 to help buy original film footage of Harriet Quimby's first flight. She also said that there is a time capsule on the historical museum grounds which may be due to be opened this year.

14. Motion to adjourn by Trustee Mason, 2nd by Clerk Catlin. AIF, passed. Meeting adjourned at 7:27 p.m.